



DEPARTMENT OF THE ARMY
U.S. Army Forces Central Command - SA
RIYADH SAUDI ARABIA
APO AE 09852



#2002-12

**POLICY LETTER # 12 – Basic Allowance for
Subsistence (BAS)**

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1. References.

- a. Interim Change No. 29-98 to DoDFMR Vol. 7a, Chapter 25.
- b. ALARACT message 061/98, subject: Basic Allowance for Subsistence (BAS) Policy.
- c. AR 37-104-4, Military Pay and Allowances Policy and Procedures – Active Component, 30 Dec 94.
- d. Memorandum, subj: Per Diem and Basic Allowance for Subsistence (BAS) Policy for USCENTCOM Area of Responsibility.
- e. Draft Third U.S. Army Commanding General Policy Letter on BAS Entitlements in the AOR.

2. Purpose. To establish local policy and guidelines for authorizing U.S. Army personnel to mess separately.

3. Applicability. This policy is applicable to all U.S. Army personnel permanently assigned to ARCENT-SA and is effective upon arrival into the AOR.

4. Policy.

a. **Officers.** Officers entitled to basic pay are entitled to full BAS at all times on a monthly basis regardless of grade and dependency status. Officers will sign in and have a payroll deduction for all meals eaten in the dining facility.

b. **Enlisted Members.**

(1) Enlisted soldiers who hold the rank of Sergeant First Class (E-7) and above are authorized to receive full BAS. Sergeant First Class and above will sign in and have a payroll deduction for all meals eaten in the dining facility.

(2) Enlisted members in the pay grades E-6 and below are considered subsisted in kind and will be authorized partial BAS. The only exceptions are for soldiers who satisfy one or more of the following conditions:

- (a) On authorized leave (including proceed time, authorized delays and convalescent leave).
- (b) Performing PCS travel under orders from designated post of duty.
- (c) Performing regular or permissive TDY.
- (d) Duty hours or work schedule will not allow for normal access to dining facility due to shift work.
- (e) Dietary restrictions recommended by a competent medical authority.
- (f) Religious affiliation conflicts with the available food provided by the dining facility. The soldier must provide a favorable recommendation from the appropriate chaplain.

(3) Any permanent party enlisted soldier below the rank of Sergeant First Class (E7) and authorized to receive full BAS under one or more of the above provisions must sign in and have a payroll deduction for all meals eaten in the dining facility.

c. All Personnel. When a servicemember signs for a meal there will be a payroll deduction for one meal. Therefore, the servicemember should not take food from the dining facility to consume later. Signing for one meal and eating one meal in the dining facility and another outside of the dining facility is wrong. Carry out meals should be a very limited exception reserved for those soldiers who are unable to come to the dining facility during a meal time.

5. Punitive Effect. This is a lawful order. Personnel subject to the Uniform code of Military Justice who willfully fail to comply with the provisions of paragraph 4 are subject to punishment under the UCMJ as well as adverse administrative action.

AFRD-SA-CDR

SUBJECT: Policy Letter Number 12 - Basic Allowance for Subsistence (BAS) Policy

6. Delegation. Approval for the above exceptions is delegated to the ARCENT-SA Deputy Commanding Officer (DCO) and all Field Grade Commanders for soldiers under their command.

// ORIGINAL SIGNED //
THOMAS H. STANTON
COL, AD
Commanding

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